

REGULAR MEETING OF THE CALEDONIA CITY COUNCIL
CITY COUNCIL CHAMBERS, CITY HALL
CALEDONIA, MINNESOTA
Monday, August 8, 2016

CALL TO ORDER: Following due call and notice thereof, Mayor Gran called the meeting to order at 6:00 p.m. in the Council Room of City Hall.

PLEDGE OF ALLEGIANCE: Mayor Gran led the Council, City staff, and visitors in stating the Pledge of Allegiance.

ROLL CALL: Council members present: Mayor Joshua Gran, Robert Burns, Paul Fisch, Robert Lemke, and DeWayne Schroeder. City staff present: Adam Swann, clerk-administrator. Visitor(s) present: Dianne Hammel, *Caledonia Argus*; Gerald Krause.

AGENDA: Councilmember Burns requested that the Council add the following item to the agenda: audio recording Council meetings. Member Fisch moved to approve the agenda with the amendment requested by Member Burns; the motion was seconded by Member Lemke. All members present voted in favor to approve the agenda with the amendment.

CONSENT AGENDA APPROVAL: Member Fisch moved to approve the consent agenda. Member Lemke seconded the motion. The motion was approved 4-1, with Member Burns voting no. The consent agenda comprised the following items:

- a. Approval of minutes for July 25, 2016 regular meeting
- b. Approval of application from American Legion Post 249 to hold gambling activity on August 18, 2016 through August 21, 2016
- c. Approval of application from MAAD Alley, LLC for license to sell soft drinks
- d. Approval of application from MAAD Alley, LLC for license to operate bowling alley
- e. Approval of application from MAAD Alley, LLC for on-sale intoxicating liquor license and Sunday liquor license; approval of request to pro-rate fee for liquor license
- f. Approval of Janell Torgerson as Precinct 1 election judge for Aug. 9 primary election
- g. Approval of Barbara Jacobson as Precinct 2 election judge for Aug. 9 primary election

PUBLIC COMMENT: None.

PRESENTATIONS:

a. Gerald Krause: Krause addressed Council about a proposed pressure sewer extension agreement with the City, pursuant to which he and his wife would pay the City the costs of constructing a sewer extension to their property across Highway 44/76.

CLERK-ADMINISTRATOR:

a. Updates: Swann reported that Tactacam, LLC had received authorization from the MN Department of Employment and Economic Development to start hiring employees as of August 1, 2016 as part of Tactacam's application for an \$80,000 loan from the Minnesota Investment Foundation. Swann also updated Council on the status of the location of the little free library, the City's agreement with Municode for City Code services, a Safe Routes to Schools meeting, repair of the Municipal Auditorium, and cleaning of the City water towers.

b. Pool discussion: Swann reported that the drop slide planned by USAquatics for the pool had a 7' entry height; Swann further reported that the City could purchase a larger slide with a 10'6" entry height from a different manufacturer, Natural Structures, but the cost would be higher. Council discussed whether to install a larger slide and whether the slide should be a pool slide or a drop slide. Council

discussed how the larger drop slide would require moving the diving board to the other side of the pool and putting it in the location previously designed for a climbing wall, which would eliminate the possibility of a future climbing wall. Member Fisch moved to approve installing a 10'6" pool slide for an amount not to exceed \$25,000, which would not only provide the City with a taller slide and might also preserve the space for a future climbing wall; Member Fisch further moved that if installing the 10'6" pool slide could not be done without moving the diving board, the City should install the 10'6" drop slide. Member Lemke seconded the motion. The motion passed 4-1, with Mayor Gran voting no.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

a. Appointment of EDA Board of Commissioners: Mayor Gran reported that advertisements had been placed in the *Caledonia Argus* inviting members of the community interested in serving on the board to send him a letter of interest, but he had received no such letters. As such, Mayor Gran recommended reappointing Craig Schroeder and Harley Meiners to the EDA Board of Commissioners through December 31, 2021, and Mayor Gran recommended appointing Francis Myhre to the EDA Board of Commissioners through December 31, 2016—which was the remainder of the term of the seat vacated by Kathy Nelson. Member Fisch moved to approve the reappointments and appointment, and Member Burns second the motion. All members present voted in favor of the motion, and the motion passed 5-0.

b. Review of City's respectful workplace policy: Mayor Gran proposed revising the City's respectful workplace policy to allow City employees and City officials to carry firearms on City property if they had the proper permits. Council reviewed the respectful workplace policy and discussed the implications of doing so, including insurance costs. No further action was taken by the Council.

c. Review of proposed pressure sewer extension agreement with Gerry and Nancy Kraus: Council reviewed a proposed pressure sewer extension agreement between the City and Mr. and Mrs. Kraus, pursuant to which Mr. and Mrs. Kraus would pay the City the costs of constructing a sewer extension to their property across Highway 44/76—at address 304 State 44/76 S—and pursuant to which surrounding property owners would have to reimburse Mr. and Mrs. Kraus a portion of the construction costs if the property owners wanted to connect to the pressure sewer extension in future. Member Burns moved to approve the agreement. Member Fisch seconded the motion. All members present voted in favor of the motion, and the motion passed.

d. Statute of search for full-time ambulance director: Mayor Gran and Member Fisch reported on the four interviews they conducted on August 3, 2016 for the position of full-time ambulance director. Mayor Gran and Member Fisch, members of the Council's General Government Committee, both recommended that the Council offer the position to Michael Tornstrom. Clerk-Administrator Swann, who also participated in the interviews, supported their recommendation. Member Fisch moved to offer the position to Michael Tornstrom for an initial salary of \$58,500, which would increase to \$60,000 if Tornstrom received a satisfactory review after six months. Member Burns seconded the motion and requested a roll call vote. Voting YES: Members Burns, Fisch, and Schroeder. Voting NO: Member Lemke and Mayor Gran. The motion passed 3-2.

e. Overtime report: Council reviewed the overtime report for City employees for the pay period July 18-31, 2016. No further action was taken by the Council.

f. Prepaid claims: Council reviewed the prepaid claims for the period July 13, 2016 through August 5, 2016. Member Fisch moved to approve the prepaid claims listed below. The motion was seconded by Member Lemke. All members present voted in favor of the motion, and the motion passed.

Boesen, Dan	Personal Phone Stipend July	25.00
Houston County Treasurer	Hazardous Waste Collection	4,848.75
Nelson, Craig	Personal Phone Stipend July	25.00
Rask, Nicholas D	Animal Control – Rent/Misc	75.00
Branch & City, Tanisha	Meter Deposit Refund & Interest	250.88
Buttell’s Lighting	City Hall & Aud – Bulbs	142.38
Pine Island, City of	Reg – Robert Burns	30.00
Starlite Bowling & City	Meter Deposit Refund & Interest	251.02
Moore, Kody	Rec Park – Travel Exp	70.20
Advertising Concepts	Rec Park Shirts/Caps Visors	2,772.00
Blue Cross Blue Shield of MN	PD – Health Ins (M Coffield)	2,436.69
Breakthru Beverage MN	Liquor Store Inventory	973.93
Business Financial Planning	Café Plan Payday	312.01
Commissioner of Revenue	State W/H – Payday	1,837.02
G & F Distributing	Liquor Store Inventory	527.95
Houston County Treasurer	Light – Refund Dup Payment	-347.00
Mayo Clinic	Amb – First Aid/CPR Card	50.00
Merchant’s Bank	Fed/FICA/Med – Payday	9,755.69
MN Benefit Association	MBA Payday	35.34
MN Child Support Payment Ctr	Case ID 001470764201	203.04
MN State Retirement System	MNDCP/Roth – Payday	645.00
NCPERS Minnesota	NCPERS Payday 7-19-2016	48.00
Northern Beverage Dist	Liquor Store Inventory	1,458.40
Public Emp Retirement Assn	Pera Payday	7,422.34
Schott Distributing Co, Inc	Liquor Store Inventory	2,296.60
Southern Glazer’s of MN	Liquor Store Inventory	1,509.33
Spring Grove Soda Pop, Inc	Liquor Store Inventory	37.25
Taylor & City, Joe & Elizabeth	Refund of Duplicate Payment	347.00
Tri-State Ambulance, Inc	Intercept Fee Run	250.00
Vinocopia, Inc	Liquor Store Inventory	171.50
Water Systems Company	Clerk’s Office – Drinking Water	27.44
West Salem Park & Rec	Park/Rec – Tourney Fee Refund/Sales Tax	75.00
Caledonia True Value	Mult – Misc	416.20
Northern Beverage Dist	Liquor Store Inventory	1,492.15
Signature Aquatics, LLC	Aquatic Center – Prjt Man	3,000.00
US Aquatics	Aquatic Center – Amended Document	3,392.20
Ziebell’s Hiawatha Foods, Inc	Liquor Store Inventory	23.15
Ashbacher, Randall	FD – Reim Fuel Exp	20.99
Augedahl, Brad	Rec Park – Ball Program Equip	313.25
Commissioner of Revenue	State W/H – Payday	349.08
Klug, Sara	Reg Fee – Ball Tourney 12U	125.00
Merchant’s Bank	Fed/FICA/Med- Payday	4,582.00
Tri-State Ambulance, Inc	Intercept Fee Run	500.00
B & M Service Center	Rec Park – Fuel	9.25
Boesen, Dan	Stp – Travel Exp	17.72
Humana Health Care Plans	Amb – Refund/Billing Error	118.66
Nelson, Craig	Water – Travel Exp	17.72
Principal Life	Mult – Life/AD&D/Dep Life	474.70

Schott Distributing Co, Inc	Liquor Store Inventory	5,080.15
Spring Grove Soda Pop, Inc	Liquor Store Inventory	139.90
Van Minsel & City, Jordan Dalco	Meter Deposit Refund & Interest	250.72
Jack Neumann Trucking	Mult – Misc Supplies	259.16
Johnson Brothers Liquor Co	Liquor – Freight Exp	140.00
Kraus Oil Co Inc	Liquor Store Inventory	3,555.62
Phillips Wine & Spirits Co	Mult – Fuel	927.00
Ed's Tents	Liquor Store Inventory	1,283.00
Kennedy, Adam	Rec Park – Tourney Tent Rental	130.00
La Crescent Youth Ball	Refund – Tournament Reg Fee & Tax	75.00
Onalaska, City of	Refund – Tournament Fee & Tax	225.00
Prince, Trent	Refund – Tournament Fee & Tax	75.00
Shelby Youth Baseball	PD – 2016 Uniform Allowance	77.09
Sparta Baseball Club	Refund – Tournament Fee & Tax	77.09
Walters, Steve	Refund – Tournament Fee & Tax	75.00
Ziebell's Hiawatha Foods, Inc	Refund – Tournament Fee & Tax	75.00
SE Libraries Cooperating	Liquor Store Inventory	39.15
Breakthru Beverage MN	Liquor Store Inventory	30.00
G & F Distributing	Liquor Store Inventory	1,689.86
Great Lakes Coca-Cola Distr	Liquor Store Inventory	291.45
Northern Beverage Dist	Liquor Store Inventory	228.48
Richard's Sanitation, LLC	Liquor Store Inventory	1,074.75
Spring Grove Soda Pop, Inc	Recycling – Collections July	6,906.45
Louks, Seth	Liquor Store Inventory	18.50
MN Dept of Revenue	PD – Reim Gas Car #22	24.97
Pearson, Nathan	Sales/Use Tax – July 2016	18,007.00
Business Financial Planning	PD – Reim Gas for Squad	12.00
Caledonia Police Association	Café Plan Payday	312.01
Commissioner of Revenue	PD Assn Dues – Aug 2016	95.00
IUOE Local #49	State W/H – Payday 8/2/2016	2,214.79
IUOE Local 49 Benefit Fund	Union Dues – Aug 2016	442.00
Merchant's Bank	Mult – Health Ins	20,680.00
MN Child Support Payment Ctr	Fed/FICA/ Med – Payday	12,469.73
MN State Retirement System	Case Id 00140764201	203.04
Moore, Kody	MNDCP/Roth – Payday	645.00
Schott Distributing Co, Inc	Rec Park – Travel Exp	54.00
Southern Glazer's of MN	Liquor Store Inventory	5,960.40
Public Emp Retirement Assn	Liquor Store Inventory	625.25
Acentek Ascending Technology	Pera Payday	9,006.88
Caledonia Oil Co	Mult – Comm Exp	1,108.07
Gengler, Christine	Mult – Diesel	879.75
Hammell, Jed	Amb – Uniform Pant	63.29
Mechtel, Allen	Reim Ball Tourney Reg Fee 9/U	175.00
Northern Beverage Dist	Reim – Defective Sidewalk Program	1,387.50
Schott Distributing Co, Inc	Liquor Store Inventory	1,321.30
Spring Grove Soda Pop, Inc	Liquor Store Inventory	6,802.68
Swedberg, Zachary L	Liquor Store Inventory	207.85
	PD – 2016 Uniform Allowance	79.75

Total: \$158,988.37

g. Claims payable: Council reviewed the claims payable for August 2016. Member Burns moved to approve payment of the claims listed below. The motion was seconded by Member Fisch. All members present voted in favor of the motion, and the motion passed.

Ability Building Center, Inc	Rec Park – Groundkeeping Crew	121.50
Airgas USA, LLC	Sewer – Misc	160.38
Aritic Glacier USA, Inc	Ice	417.80
Auto Value Parts Store	Mult – Misc	114.99
Avenet, LLC	1 Yr Host/Maint/Support	550.00
B & D Sealcoating MFG	Park Areas/Streets – Sealcoat	6,850.00
Baker & Taylor Books	Library – Books (Ho Co Funding)	788.02
Bound Tree Medical, LLC	Amb – Misc	2,670.53
Business Financial Planning	Flex Plan – Adm Fees Jan-Jun	90.00
Buttell’s Lighting	City Hall – Bulbs	132.00
C & D Oil Service of Waseca	Street Equip – Misc	50.00
Caledonia Lumber Co, Inc	Park Areas – Mulch PD Flowerbeds	114.00
Caledonia Oil Co	PD/Street – Car #18 Maint/Repairs/Fuel	123.81
Carquest Auto Parts Store	Light/PD/FD – Misc	1,023.42
City of Caledonia – Utilities	Mult – Electric, Water, Sewer	11,453.11
David Drown Assoc, Inc	Mult – Consulting Services	16,750.00
Davy Engineering	Mult – Eng Fees, Kraus Sewer Const	2,009.14
Davy Laboratories	Stp – Lab	2,409.25
Dawson Truck Parts, Inc	Light – Dot Insp/Repairs/Misc	873.24
ECM Publishers, Inc	Mult – Misc	2,732.85
Ellingson Motors	Street Equip – Pickup Labor	77.00
Farmers Coop Elevator Co	Mult – Weed Spray	598.65
Games People Play	Rec Park – Misc	105.00
Gopher State One Call	Light – Location Notification	35.10
Hawkins, Inc	Stp – Chemicals	436.50
Hoskins Electric Co	Stp – Mult	8,765.70
Houston County Treasurer	Streets – Chloride Applied	639.26
Innovative Office Solutions	Mult – Misc Office Supplies	137.72
Itron, Inc	Utl Readers Service Agreement	2,014.96
Ken’s Small Engine, Inc	Mult – Misc	745.07
Kwik Trip Stores	PD – Fuel	58.28
League of MN Cities Ins Trust	Annual Pay Plan – Work Comp	57,838.00
Lind Awards & Engineering	Rec Park – Tourney Medals	567.00
Mathy Construction Co	Streets – Cold Mix For Patching	582.53
Mayo Clinic	Amb – Bls Hcp Cards	140.00
Mayville Repair	FD – Parts/Labor	1,449.65
Menard’s	Mult – Misc	56.39
Minnesota Energy Resources	Mult – Nat’l Gas	774.86
MN Dept of Labor & Industry	City Hall/Lib – Elevator Annual	100.00
MN Municipal Beverage Assn	Annual Assn Dues	600.00
Moss & Barnett	Mediacom Franchise Renewal	16.50
Murphy’s Frame & Axle, Inc	FD – Truck 1430 Repairs/Labor	1,034.43
My-Lor, Inc	FD – Alum ID Tags	97.10
Richard’s Sanitation, LLC	Refuse Disposal	382.24
Safe-Fast, Inc	Elect Dept – Saftey Glasses, Drill Bits	339.38
Schilling Supply Company	Mult – Copy Paper, Misc	303.77
Scott Construction, Inc	Streets – Seal Coating	12,421.00

SE Libraries Cooperating	Library – Auto Fees	505.72
Storlie’s Portable Pit Stops	Park Areas – Toilet Rent	110.00
Tri County Electric Co-Op	Light – Electric Energy	218,802.24
United Laboratories	Mult – Cleaning Supplies	232.93
US Aquatics	Aquatic Ctr – Bid & Construction Admin	2,500.00
US Bank	Go Tax Abatement BDS 2016	800.00
Verizon Wireless	Mult – Comm Exp	242.95
Visa	Mult – Misc	2,384.88
Water Systems Company	Clerk’s Office – Drinking Water	<u>7.36</u>
	Total:	\$365,778.21

h. Audio recording City Council meetings: Member Burns proposed that the City should audio record City Council meetings and suggested that money should be included for this purpose in the budget for 2017. Council discussed the idea. No further action was taken.

ANNOUNCEMENTS: The next regular meeting will be on August 22, 2016 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, a motion to adjourn was made by Member Burns, seconded by Member Schroeder. All members present voted in favor, and the motion was declared carried to adjourn at 7:50 p.m.

Joshua D. Gran
Mayor

Adam G. Swann
Clerk-Administrator